



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 61  
AGENDA DATE: Thu 12/16/2004  
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**SUBJECT:** Authorize execution of a 12-month service agreement with MAJESTIKLEEN, INC., Austin, TX, for janitorial services at the north branch libraries in an amount not to exceed \$58,230, with two 12-month extension options in an amount not to exceed \$58,230 per extension option, for a total agreement amount not to exceed \$174,690.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$38,820 is available in the Fiscal Year 2004-2005 Approved Operating Budget of the Library Department. Funding for the remaining four months of the original contract period and extension options is contingent upon available funding in future budgets.

**FISCAL NOTE:** There is no unanticipated fiscal impact. A fiscal note is not required.

**REQUESTING** Purchasing  
**DEPARTMENT:**for Library;

**DIRECTOR'S  
AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Mick Osborne, Senior Buyer/974-2995

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Lowest bid of six bids received.

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

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This contract will provide for janitorial services at the nine north branch libraries - Howson, North Village, Old Quarry, Yarborough, University Hills, Windsor Park, Little Walnut, Milwood and Spicewood Springs. Janitorial services will be performed five days per week at each branch. Services include the cleaning of all floors, windows, furniture and fixtures, shelving, and restrooms and employee lounges, as well as the removal of trash. The libraries total 75,696 square feet.

MBE/WBE solicited: 38/5

MBE/WBE bid: 1/0



**BID TABULATION**

**Janitorial Services – North Branch Libraries  
IFB NO. MO05300001**

<b><u>Vendor</u></b>	<b><u>Total</u></b>
<b>MAJESTIKLEEN AUSTIN, TX</b>	<b>\$58,230.00</b>
Tidy Enterprise Dallas, TX	\$63,860.44
Pedus Service Houston, TX	\$80,778.92
CTJ Maintenance, Inc. Irving, TX	\$82,498.80
T & M Discount Cleaning (MBE/FB) Austin, TX	\$103,965.00
Royal Services San Antonio, TX	\$130,530.00

**PRICE ANALYSIS**

- a. Adequate competition.
- b. One hundred sixty eight notices were sent including 38 MBEs and five WBEs. Thirty-four bids were issued including six MBEs and one WBE. Six bids were received with one MBE responding. Two “no bids” were received.
- c. The bid pricing represents an approximate 1% increase over the previous contract prices from October 2001.

**APPROVAL JUSTIFICATION**

- a. Lowest bid.
- b. The Library Department concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.